

Berkshire & South Buckinghamshire ASA
(A sub-region of ASA South East Region)

MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 16 OCTOBER 2007 AT THE WINDSOR LEISURE CENTRE, STOVELL ROAD, WINDSOR, COMMENCING AT 2000HRS.

Present: Mrs J Hopkins (President), R F Penfold (Hon Secretary), Mrs M M Felmingham (Hon Treasurer), Mrs R Large (Asst Hon Secretary), Mrs E M Adams, K H Adams, N J R Brand, Mrs S D Green, Ms J Holden, Mrs J Hulbert, E J Lyne, Mrs M S Lyne, R G Prior, P M Tiley, Ms S Topchik, H H V Wilkinson.

Apologies for absence were received from Mrs B I Coker, Ms N Cunningham, Mrs D Dart, Mrs L M Harrison, Miss S M Harrison, Mrs P A Jack, Ms E Karlicka-Cook, Miss E Swain, Mrs L Tilson, F W Timms.

1 MINUTES

The minutes of the meeting held on 12 July 2007 were agreed and signed by the President as a correct record.

2 MATTERS ARISING ON THE MINUTES

50/42.16 The Chairman of Tilehurst SC had thanked the Association for the apology given.

51.17 It was reported that Mr M Green (Albatross DC) had won one of the regional Aquaforce awards: at least one other member of the County's clubs had been nominated for an award. Mr Green's name would now go forward for the national awards.

55 The Hon Secretary advised that, by the closing date, only some 3 survey forms, about volunteer development and possible networks, had been returned by clubs

Later in the meeting, Mr P M Tiley suggested, supported by Mr N J R Brand and Mrs S Topchik, that the Association arrange a meeting of chairmen of speed swimming clubs in the County, so that chairmen might discuss matters of mutual interest. The suggestion was agreed, and the Hon Secretary was requested to arrange the meeting.

58B The Public Relations Officer displayed the recently acquired County team banners.

3 MATTERS REFERRED BY COUNCIL

The Committee considered matters referred from the Annual Council Meeting held on 13 September 2007.

A Rules of the Association

Council had requested the Executive Committee to review the date of the Annual Council Meeting, and authorised the Committee to amend Rule 8.2 (and Rule 8.5), if necessary. It was agreed that the General Purposes Committee make recommendations on this matter to a future meeting of the Committee.

B Vacancies for office holders

It was reported that there had been no nominations for the offices of Championships Hon Secretary, Championships Assistant Hon Secretary, Hon Secretary, Diving Committee, Hon Secretary, Masters Committee, Hon Synchronised Swimming Competitions Secretary, Public Relations Officer, Swimming Officials' Organiser and Water Polo Manager. There had subsequently been expressions of interest in some of the posts.

RESOLVED: 1 That the following appointments be made for the period to the Annual Council Meeting in 2008:

Championships Hon Secretary	Mrs R Large
Championships Assistant Hon Secretary	Mr R Moore
Public Relations Officer	Mrs M S Large
Swimming Officials' Organiser	Mrs S D Green

2 That consideration of the remaining vacancies be deferred.

C Vacancies for members of the Executive Committee

There were 8 vacancies for members of the Executive Committee: subsequently, some former members had expressed a willingness to serve again.

RESOLVED: 1 That Mrs D Dart (Reading Cygnets SC), Ms J Holden (Maidenhead Marlins SC), Mrs M Stalker (Amersham SC) and Mr P M Tiley (Reading SC) be appointed members of the Executive Committee.

2 That Mr D Hotten (Chalfont Otters SC), Mrs A Straughan (Wycombe District Se) and Mr L Sturgess (Windsor SC) be invited to serve as members of the Committee.

4 ELECTION OF COMMITTEES

The Committee was invited to elect committees, in accordance with Rule 8.2.5.1, and appoint a Finance Sub-Committee, in accordance with Rule 8.2.9.

The following sub-bodies were elected/appointed:

General Purposes Committee

Mrs J Hubert Mrs R Large E J Lyne

Finance Sub-Committee

Mrs R Large

It was agreed to defer the election of the Diving, Masters, Swimming and Synchronised Swimming Committees.

5 CORRESPONDENCE

Date	To/From	Subject
------	---------	---------

1	25.06.07	Chairman, Henley SSC	Assignment to sub-region
---	----------	----------------------	--------------------------

Henley SSC had wanted to return to Berkshire & South Buckinghamshire ASA, arguing that there was no synchronised swimming in Oxfordshire and North Buckinghamshire. The Hon Secretary had reminded the club of the decision of the Regional Management Board to revise the boundary between the 2 sub-regions.

2	07.07.07	Mrs J Hulbert	New Secretary, Reading Royals SSC: Mrs B Skelton, 20 Oregon Avenue, Tilehurst, Reading, RG316RZ; 01189418483; bev_ skelton@hotmail.com
3	24.07.07	ASA Masters Committee Administrator	ASA Masters and Seniors Inter-County Competition 2007
It was reported that Mr D McCreadie was assembling a County team for the event and that the infrastructure for the event was in place.			
4	31.07.07	Bucks & Milton Keynes Sports Partnership	Bucks Sports Community Sports Coach Scheme
5	08.08.07	Regional Office & Finance Administrator, ASA South East Region	Summary Report and presentation slides Summary Report and presentation slides from Regional Development Day
6	09.08.07	Bucks & Milton Keynes Sports	August E-News
7	23.08.07	Regional Director, ASA South East Region	Affiliation fees 2008
8	23.08.07	Bucks & Milton Keynes Sports Partnership	2012 Road show and Free Day of Sport, Stoke Mandeville, 29.08.07
9	10.09.07	Partnership Director, Bucks & Milton Keynes Sports Partnership	Bucks Sports Awards 2007
10	11.09.07	Bucks & Milton Keynes Sports Partnership	September E-News
11	14.09.07	ASA Department of Legal Affairs	County Welfare Officer Training Day
12	17.09.07	Regional Office & Finance Administrator, ASA South East Region	ASA South East Region Newsletter, September 2007
13	20.09.07	Regional Office & Finance Administrator, ASA South East Region	Summary report of ASA South East Region Key Partners Consultation Events
14	09.07	ASA South East Region	Swimming Leagues document produced by ASA Technical Swimming Committee
15	09.07	Bucks & Milton Keynes Sports Partnership	Bucks Sport Education and Training Programme, October 2007 - March 2008
16	01.10.07	Bucks & Milton Keynes Sports Partnership	Bucks sport workshops
17	09.10.07	Regional Office & Finance Administrator, ASA South East	Enquires as to position regarding updating of club constitutions
18	05.10.07	Bucks & Milton Keynes Sports Partnership	October E-News

6 HON TREASURER'S REPORT

The Hon Treasurer reported that the accounts submitted to the Annual Council Meeting had been examined and signed. She advised that the Association had funds of £61,400, of which £9,500 was in a deposit account: she intended to move those latter funds to an account providing a higher rate of interest.

7 REPORTS OF COMMITTEES

1 General Purposes

There had been no meeting since the last meeting of the Executive Committee.

2 Diving

No report.

3 Masters

Mrs E M Adams reported that everything was in place for the Masters Open Meet on 20 October 2007. 34 clubs were taking part, and the sessions were full.

The Committee urged that masters in County clubs secure the services of a person to act as Hon Secretary of the Masters Committee.

4 Swimming

It was reported that, due to an unfortunate and serious accident, Mr P Lloyd had had to withdraw as coach to the County team. Following discussions, the Officers had appointed Mrs R Gallop to that role, for the 2007 Inter-Counties' event. Team training sessions had gone well, and the Committee wished the team well for the event, on 21 October.

5 Synchronised Swimming

The Hon Secretary of the Synchronised Swimming Committee reported that members of Reading Royals SSC had taken many medals at the multi-regional (South East, London and South West) championships on 6 October 2007. She also advised that 3 members of the club were in full time training with national squads.

8 REPORTS OF OFFICE HOLDERS

1 Hon Trophies' Secretary

In submitting his apologies for absence, the Hon Trophies Secretary had re-iterated that this would be his last year in that office. With this in mind, he sought the guidance of the Committee as to what should happen to the diving trophies, which presently occupied space at his home. He had also referred to the poor condition of the trophies for the 50m events in the County Championships, which he felt should be replaced.

2 Water Polo Manager

No report.

3 Public Relations Officer (*and County Volunteer Organiser*)

The Public Relations Officer advised that she would make hats and shirts available for the County masters' team, when approached by the team organiser.

The Public Relations Officer enquired of the Committee whether the dinner should be arranged for June 2008. The matter was referred to the General Purposes Committee for consideration.

The County Volunteer Organiser commented that she had had little if any contact with the ASA, and wondered whether there was still a need for such a position. It was agreed to raise the matter with the Regional Management Board of ASA South East Region.

4 Swimming Officials' Organiser

The Swimming Officials' Organiser advised that the work books etc, in connection with the new syllabus for official's qualifications, were available, as were application forms. She reminded existing officials that they should, if they wished, submit an application for licence by 31 December 2007.

9 ASA SOUTH EAST REGION

The Hon Secretary reported briefly on decisions of the ASA South East Region Management Board at its meetings on 4. September and 9 October 2007. He also advised of a number of regional appointments, viz:

- Rosa Gallop as Regional Talent Development Coach, with effect from 15 October 2007;
- Ellie Purvis as Institute of Swimming Tutor for the Region
- Helen Beckley, as Regional Development Officer, to cover the maternity leave of Alex Message: Ms Beckley would be responsible, geographically, for, inter alia, the County.

10 RATIFICATION OF COUNTY RECORDS

The submitted claims for a County record, as set out below, were ratified

Sex/Age	Event	Swimmer	Club	Venue	Date	Time
Men	50m Freestyle SC	M Harris	Windsor	Maidenhead	10.03.07	25.70
	800m Freestyle SC	C Rowley	Bracknell & Wokingham	Maidenhead	17.03.07	8:24.48
	200m Breaststroke LC	A Willis	Bracknell & Wokingham	Sheffield	29.07.07	2:20.80
Boys	1500m Freestyle SC	T Norgate	Windsor	Maidenhead	17.03.07	16:13.10
Ladies	200m Backstroke SC	Z Hester	Reading	Maidenhead	10.03.07	2:11.15
Girls	200m Backstroke LC	A Jemiety	Slough & Eton	Sheffield	27.07.07	2:17.38
	100m Backstroke SC	Z Hester	Reading	Maidenhead	24.02.07	1:03.15
	200m Backstroke SC	Z Hester	Reading	Maidenhead	10.03.07	2:11.15
	50m Backstroke LC	K Willis	Bracknell & Wokingham	Sheffield	31.07.07	31.23
	100m Backstroke LC	K Willis	Bracknell & Wokingham	Sheffield	29.07.07	1 :05.21
	200m Backstroke LC	K Willis	Bracknell & Wokingham	Sheffield	27.07.07	2:18.50

11 ANY OTHER BUSINESS LC

- A As a result of Mrs R Gallop's appointment as Regional Talent Development Coach, the Association needed to nominate another coach to serve on the Regional Coaches' Panel. It was agreed that, pending a meeting of coaches, and subject to her willingness so to serve, Mrs E Waddy be appointed as the Association's nominee to serve on the Panel.
- B The Committee congratulated the Hon Secretary on his election as Vice-President of ASA South East Region.

There being no further business, the meeting closed at 2205 hrs.